

CAI CHESAPEAKE REGION CHAPTER
Board of Directors Meeting Minutes
Wednesday, September 18, 2013 12:30 p.m.
Snyder's Willow Grove
841 N. Hammonds Ferry Road
Linthicum, MD 21090

Attendees: B.K. Wallbrunn Neil Alioto
 Judyann Lee John Taylor
 Gary Saylor Kara Permisohn
 Sari McLeod

 Camille Cimino, Executive Director

Absent: Jonathan Strauss

Call to Order

Ms. Wallbrunn called the meeting to order at 12:17 p.m.

Roll Call

Quorum requirements were met.

Approval of Agenda

A motion was made by Mr. Alioto to “approve the meeting agenda as distributed”
2nd Ms. McLeod Approved

Approval of Meeting Minutes

Mr. Alioto made a motion to “approve the July 20, 2013 meeting minutes”.
2nd Ms. McLeod Approved

Committee Reports

Membership, Expo and Newsletter committee reports included in Board Package for review.

Management Reports

Membership

Ms. Cimino submitted reports for the July and August Chapter statistics which included: list of expired members, new members, soon to expire report and the matrix for Chapter member totals.

Mentor Program Update

Ms. Cimino gave an update on the Mentor Program established by the Membership Committee. This is being advertised on the web-site; at the breakfast seminars and also through mailings.

Nominating Committee

Ms. Permisohn gave an update for the nominating committee. The nominating committee has received numerous applications. Ms. Permisohn noted that the committee will get together to conduct a scoring on each application. The committee will also have the verbiage reviewed in the documents to establish the interpretation of the terminology. The committee will also verify how many slots can be recommended by the committee. It is recommended that the Board reviews the terminology and explore a Bylaw change with regard to elections.

Newsletter

Ms. Cimino stated that the Committee and staff are currently working on the Beacon Fall issue. They will be sending articles to the designer in a few weeks. The hope is to be able to include pictures from the Expo. It was recommended by the committee to revisit the Platinum Sponsor page and update the page and exposure from the Platinum Sponsor page or interview.

Finance

Ms. Cimino stated that staff has worked many hours to implement the Quick Books programing for the Chapter. The implementation of this software did not go as planned with assistance on-site from Mr. Strauss, so staff needed to learn the software and enter all the reports.

Expo

Ms. Cimino noted that Expo Committee has a dress rehearsal on Monday, September 23 and another rehearsal on October 29. This program is called Community Feud. Right now the committee and staff are working to nail down the afternoon programs. The greatest need is for attendees to register. There is a free bus being provided to attendees coming from the Eastern Shore. There is a wait list for Business Partners as all tables have been sold.

Social Events Committee Ideas

The Happy Hour event at Union Jacks was not well attended. Staff has recommended that the Board revisit Happy Hour ideas for networking

New Business

Education Planning Retreat

This retreat was primarily attended by business partners. In an effort to have more managers and homeowners attend staff is recommending that the Planning Retreat be changed to a "Breakfast Planning Retreat". Hearing no objection, the Planning Retreat is approved to be held as a Breakfast Planning Retreat.

Old Business

None

Adjournment

There being no further business to discuss the meeting adjourned at 2:07 p.m. by unanimous consent.

Respectfully submitted by:
B.K. Wallbrunn, President
CAI Chesapeake Chapter Board of Directors

Next Board Meeting
October 10, 2013